State of Illinois | IDHR Illinois Department of Human Rights

FACT FINDING CONFERENCE REQUEST FORM AND EXTENSION AGREEMENT

IN THE MATTER OF:

_____,

COMPLAINANT,

AND

_____,

RESPONDENT.

CHARGE NO.: _____

EEOC NO.: _____

I hereby request that the that the Illinois Department of Human Rights ("IDHR") hold a fact finding conference in the above-identified case pursuant to Section 7A-102(C)(4) of the Human Rights Act.

I understand that this request is contingent upon my agreement to extend the 365-day time limit for the Department's investigation by 120 days. Therefore, pursuant to Section 7A-102(G)(1) of the Human Rights Act, I hereby agree to extend the 365-day time limit for the Department's investigation by 120 days.

I further understand that the deadline to submit this fact finding conference request and extension agreement to IDHR is 90 days after the date on which the charge was filed, and acceptance is contingent upon IDHR's timely receipt of the written request and agreement from all parties to the case.

NOTE: If you are an attorney for a party to this case, you must have an appearance on file with IDHR.

_____
Signature

_____
Date

Submit completed form to: IDHR.Intake@illinois.gov